

3 FAH-2 H-200 Appendix G

Number of Companies Whose Job Matches Have the Following Average Salaries *

JOBS MATCHED	ANNUAL SALARY (000)										
	25- 29	29- 33	33- 37	37- 41	41- 45	45- 55	55- 65	65- 80	80- 100	100- 120	120- +
Janitor/Laborer	1	2	1								
Guard			3	1							
Mail Clerk	1	1	5								
Driver		1	5	3	1						
Mechanic (Trades)				2	3	5					
Secretary (Entry)					3	7	1				
Secretary					2	3	4				
Executive Secretary						1	5	2			
Buyer (Clerk)					3	2	1				
Buyer						1	1	5	3		
Accounting Clerk			1	1	3	2	6				
Accounting Technician								10			
Chartered Accountant								2	1	1	
Finance Administrator											3
Systems Analyst								4	6		
Computer Administrator										1	2
Engineer									1	1	2
Personnel Administrator									1	1	4

* Rate includes adjustments to a standard 40 hour workweek.

A Specific Company Whose Job Matches Have the Following salaries

Company A

Grade	Jobs Matched	*Average Annual Rate (40 hour workweek)
1	Janitor	-
2	Guard	-
3	Mail Clerk	33,500
3	Driver	-
4	Mechanic	-
5	Secretary (Entry)	48,364
6	Secretary	52,212
7	Executive Secretary	58,892
5	Buyer (Clerk)	50,472
9	Buyer	76,783
6	Accounting Clerk	52,912
7	Accounting Technician	65,785
10	Chartered Accountant	88,424
12	Finance Administrator	148,520
9	Systems Analyst	80,317
11	Computer Administrator	132,162
11	Engineer	-
11	Personnel Administrator	136,650

* Rate includes adjustments to a standard 40 hour workweek.

NOTE: Send only to Company listed above.

Fringe Benefit Data Collection Sheet

Co. Code A

Post:_____ Date:_____

Description of Plan and Employee Eligibility Requirements:	Annual Company Cost or Annual Savings for Employee, Utilization	Adjustment (Annual Basis)
6. <u>Transportation Allowance</u> - company provides monthly payment of 25 L/C units to all employees.	25/mo x 12 = 300 L/C Units/year	300 L/C Units
8. <u>Bonus</u> - company pays christmas bonus of 1 month's base pay	1/12 = 0.08333	8.33%
10. <u>Social Programs</u> - company provides free tickets to soccer games and movies - average employee uses benefit infrequently.		No value
14. <u>Life Insurance</u> - company provides life insurance plan to all employees equivalent to 1 year's salary. Annual cost to company is 1.5% of payroll.	1.5% Basic salaries	1.5%

Worksheet for Development of Average Survey Job Rates

Post: Date

Survey Job: 10. Buyer

Survey Job: Systems Analyst

Survey Job: Accounting
Technician

Co.	Entrance or Minimum Rate	Co.	Entrance or Minimum Rate	Co.	Entrance or Minimum Rate
A	76783	A	80317	A	65785
B	77468	B	77468	B	73466
C	81409	C	81466	C	77431
D	72467	D	92478	D	67466
E	83269	E	75444	E	72463
F	79426	F	85468	F	73475
G	47436 (sport)	G		G	

H	76454	H	81010	H	70529
I	63466	I	87110	I	71760
J	92464	J		J	65166
K		K	76453	K	98134 (sport)
L		L		L	
M		M		M	73426
N		N	75414	N	
O		O		O	
P		P		P	
Total	703,206	Total	812,628	Total	710,967
No. Companies	9	No. Companies	10	No. Companies	10
Average	78,134	Average	81,263	Average	71,097

Worksheet for Development of Tentative And Final Basic Rates for Each Grade

Post _____			Date _____		
Grade	Survey Job	Average Pay	Minimum Grade Avg	Adj	Minimum Proposed
12	Finance Administrator	154,847	154,847 (*16.9)	0	154,847 (*16.9)
11	Personnel Administrator	131,560	132,497 (44.9)	0	132,497 (44.9)
	Engineer	130,320			
	Computer Administrator	135,612			
10	Chartered Acct.	91,424	91,424 (14.7)	0	91,424 (12.5)
9	Systems Analyst	81,263	79,699	+2	81,272 (10)
	Buyer	78,134			
8	-	-	-	0	73,884 (10)
7	Accounting Tech	71,097	67,167 (14.8)	0	67,167 (14.8)
	Exec Secretary	63,237			
6	Accounting Clerk	58,112	58,527 (10.1)	0	58,527 (10.1)
	Secretary	58,942			
5	Buyer (Clerk)	53,935	53,176 (8)	0	53,176 (10)
	Secretary (Entry)	52,416			
4	Mechanic (Trades)	49,255	49,255 (31.6)	-1.9	48,342 (23)
3	Driver	39,304	37,432 (-0.3)	+5**	39,304 (10)
	Mail Clerk	35,560			
2	Guard	37,527	37,527 (10.9)	-4.8	35,730 (10)
1	Janitor/Laborer	33,841	33,841	-4.1	32,482
				17.8 pts total adjustment	

* Percentage difference between grades.

** Adjustment may rarely exceed 5%. However, alternative could be a 10.3% adjustment to grade 3 with 0 adjustments at grades 2 and 1 to avoid inversion between grades 2 and 3 and to have less points of adjustments overall. One could also sport Mail Clerk to avoid a greater than 5% adjustment.

Worksheet for Development of Salary Ranges for Each Grade

Post: _____

Date _____

Co.
Code

Employee Fixed or
Average Range

A

50%

B

41%

C

40%

D

46%

E

38%

F

46%

G

55%

H

51%

I

48%

J

48%

K

45%

Total

508 divided 11
Average = 46%

Establish standard range of 44% divided by 11 increments = 4% WGI.

Initial step 1 plus 11 increments of 4% each.